

ARTICLE I. NAME OF ORGANIZATION

Garden Club

ARTICLE II. ORGANIZATION PURPOSE

This organization intends on educating members about gardening, houseplants, plant care and diseases, and environmental issues relating to plants and food production. Garden Club will do this by holding educational meetings in which members or the leadership board will give short, informal presentations. Garden Club will also plan activities relating to our educational goals, such as visiting related local organizations and planting houseplants.

ARTICLE III. UNIVERSITY REGULATIONS

Section A. Harassment and Discrimination, including Sexual Misconduct

Garden Club agrees that it will not engage in sexual misconduct nor any harassment or discrimination on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status or any other basis in accordance with these guidelines.

Section B. Hazing

Garden Club agrees to maintain a zero-tolerance policy for hazing, in compliance with Ohio State University and Collin's Law. All members must conduct themselves in a manner that supports an environment free from hazing. Hazing includes any activity, regardless of consent, that causes or creates a substantial risk of physical, mental, or emotional harm or humiliation to any individual as part of membership or affiliation with the student organization. If found responsible for hazing, members and/or the organization may face disciplinary actions.

Section C. Bylaws

Garden Club retains the right to maintain separate bylaws to outline the day-to-day operations of the organization and to clarify policies and procedures otherwise not included in these constitutional articles. Bylaws and/or other guiding documents may not take precedence over the requirements set forth by local, state, and federal laws, The Ohio State University's regulations, policies, and procedures, and the Council on Student Affairs Student Organization Registration Guidelines. Organizations may make amendments and changes to the bylaws without consulting the Ohio Union & Student Activities Department, and changes to bylaws do not require approval. All elements of organizational bylaws shall be consistent with the organization's currently approved constitution on file and CSA constitution requirements

ARTICLE IV. MEMBERSHIP

Section A. Membership Eligibility

In order to become a member of Garden Club, one must be a currently enrolled undergraduate at the Ohio State University, attend at least one meeting per semester, and pay dues of five dollars per semester. Members will be able to attend meetings and participate in all events without paying extra fees. They will be added to a GroupMe about Garden Club where they will receive information about events and gardening advice. Nonmembers will still be able to attend meetings, but may need to pay additional money for certain events and activities.

Section B. Member Selection

An individual who is interested in becoming a member must attend a meeting and pay the \$5 semester due. They can either attend the first meeting of the semester, or contact an officer during the semester to express interest in becoming a member. Members are free to leave the organization at any time.

Section C. Membership Timeline

Individuals interested in becoming members can join at the beginning of the fall and spring semesters, as well as at a rolling basis throughout the semester.

Section D. Member Removal

If a member engages in behavior that is detrimental to advancing the purpose of this organization, violates the organization's constitution or by-laws, or violates the Code of Student Conduct, university policy, or federal, state or local law, the member may be removed through a majority vote of the officers in consultation with the organization's Advisor.

ARTICLE V. ADVISOR

Section A. Advisor Duties and Responsibilities

The Advisor will be a full-time Ohio State faculty or staff member. They will provide guidance to the officers, attend occasional meetings, assist in long-term planning, and sign necessary university forms. The advisor is not involved in the daily operations but serves as a resource for organizational development and conflict resolution.

The Primary Advisors must satisfy the following requirements:

- Complete advisor training every two years
- Complete the anti-hazing training module available on BuckeyeLearn or through stophazing.osu.edu
- Submit online approval of the organization's registration every year
- Submit online approval of the organization's goals every year
- Submit online approval of any Council on Student Affairs (CSA) Operating or Programming funds requests initiated by the organization's treasurer
- Follow applicable laws, regulations, university rules, policies and guidelines
- Complete relevant reporting obligations

Section B. Advisor Term

The advisor serves for one year terms, with infinite opportunity to be reappointed, which would occur through discussion among the advisor and the executive officers.

Section C. Advisor Selection

The advisor will be a full-time Ohio State faculty or staff member. The advisor will be selected by the President and executive officers. The current advisor can provide recommendations for potential new advisors, and the President or Vice President will then reach out and further discuss options. The decision makers (officers) will vote, and a majority vote will determine who is selected as the new advisor.

Section D. Advisor Replacement

The advisor will be removed from their position via a majority vote by the officers following any behavior that is illegal or goes against the club constitution.

ARTICLE VI. ORGANIZATION LEADERSHIP

Section A. Officer Positions

President: The President shall oversee the overall functioning of the organization.

Responsibilities include planning and presiding over meetings, creating agendas, ensuring that the constitution and goals of the club are upheld, coordinating with the advisor, approving events

and activities, and serving as the primary point of contact with the university and outside organizations.

Vice President: The Vice President will support the President and assume their duties in their absence. They will assist with meeting planning, manage communication among officers, and oversee internal affairs such as attendance and event logistics. The Vice President may also serve

as the chair of any standing committees created during the term.

Treasurer: The Treasurer will be responsible for maintaining accurate financial records, collecting dues, managing the club's bank account, creating a semesterly budget, submitting any funding applications, and ensuring that all spending is aligned with university policies and club priorities.

Social Media Chair: The Social Media Chair is responsible for maintaining the club's digital presence. This includes managing social media accounts, creating promotional content for events, and helping engage new and current members online. They may also assist in documenting club activities through photography or posts.

Section B. Officer Eligibility

An individual is eligible to apply to become an officer if they are a current full-time student in good standing, and not in violation of any clauses in Article III or IV.

Section C. Officer Selection Process

Midway through the spring potential, a form is created and potential candidates may apply to seek an officer position. Current officers will be given priority to switch positions or hold the same one. The new candidates will be reviewed by the current officers, and vacant positions will be assigned via a simple majority vote.

Section D. Officer Removal

Any elected officer of the chapter may be removed from their position for causes that include but are not limited to: violation of the constitution or by-laws, failure to perform duties, or any behavior that is detrimental to advancing the purpose of this organization, including violations of the Student Code of Conduct, university policy, or federal, state, or local laws. The Executive Committee may act for removal upon a two-thirds affirmative vote of the executive board in

consultation with the organization's advisor. Any general member or executive member can call for a removal vote to be held.

ARTICLE VII. ORGANIZATION DISSOLUTION

Section A. Dissolution Requirements

Should any executive member feel the organization need to be dissolved, they can call for a vote among the officers. For a dissolution to occur, a $\frac{2}{3}$ majority vote is needed. A dissolution vote can be called due to lack of members, lack of attendance, or lack of people interested in continuing to run the organization.

Section B. Dissolution Procedures, including Assets and Debts

The President, Vice President, and Treasurer will be in charge of ensuring all assets and debts are handled. The remaining assets will be used to cover debts. Should debts remain after, the Executive Board will split the remaining cost and cover it. Should assets remain after, they will either be returned to the Student Activities office, or the executive board.

ARTICLE VIII: CONSTITUTIONAL AMENDMENTS

The constitution will be reviewed every year by the President and Advisor. They have the sole power to propose amendments and changes to the constitution. An absolute agreement between the two of them should be reached before any changes are made. Should the organization transition leadership or wish to amend the constitution in between registration cycles, the articles set forth in this document will remain in place until a new constitution is provided to the Ohio Union and Student Activities Department and is approved. Submission for approval of an amended constitution should occur within 30 days of the amendments.